



Trustee Meeting Minutes

Date: *April 28, 2020*

Time: *10:00 am*

In Attendance: Peter Griffin, Chair, Rich Parow, Trustee-Via phone. Maureen Spooner, Secretary; Betty Dunn, Trustee; Lisa Thornton, Trustee; Roy Dennehy, Trustee; Michael Mazalewski, Vice Chair, Cristy Kadish, Coordinator Jennifer Simmons, BoS Representative. Meeting via Zoom

Excused: Fred Linnemann, Trustee.

Agenda:

- LCHIP Filing or Complete Pendlebury's Work
 - LCHIP Filing
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Meeting was called to order at 10:10 am

Coordinators Report

- Events are being cancelled due to the Governor's Stay at Home Order. To date, events out until the end of May have been cancelled.
- Updated financials have been received and Cristy will distribute them.

Grant Filings

LCHIP

Lisa updated the board on the grants that we should consider filing for. She reviewed the dates when the grants would award and when the potential start of the projects could be. LCHIP & Moose Plate grants mirror each other with their requirements. The criteria states that awards of grants would be in October for Moose Plate with the earliest start date of Dec. 2020 for LCHIP.

It was discussed that we would have a less than 50% chance of getting an LCHIP Grant. LCHIP base their funding on monies derived from registered deeds in the state. There was discussion that given the pandemic that this would be down.

Lisa mentioned that they would welcome a phased approach for the work. Maureen mentioned that a phased approach would be more costly. Currently the draft of the Bid package for the Tower Stonework is not scoped as a phased project, based on the assumption that the work would be done this year. It completes the work in phases (i.e. one side at a time) but as one contiguous project.

It was discussed at length the timing issues of the grant, assuming we would be selected for one. It was mentioned that we presented the Tower issue to the voters with a sense of urgency. If we wait until 2021, which is the timeframe if we are awarded a grant (which would be \$50k which is about 1/3 of the cost) then the project is pushed out. Jennifer stated that we need to do something now, perception is key!



A motion was made to file the intent to apply with LCHIP. If the intent to file is accepted, we would evaluate eligibility requirements and make a decision if we can proceed with the application for the grant. The motion was seconded, and all attendees were in favor.

Betty asked we would be able to get LCHIP monies for the roof replacement. Maureen mentioned that the timing issue were still a concern as the roof has to be completed this year. Based on the secretary of interiors guidelines the roof doesn't comply with the standards as its not original.

Moose Plate Grant

We discussed filing the intent for the Moose Plate Grant. This grant we could apply to the interior woodworking. The grant is a non-matching fund grant with a maximum value of \$10k. If awarded, we could apply the \$10k to a phase of the woodworking. It was also discussed that perhaps we could start a donation campaign that would help fund the other phases of the woodwork.

Motion was made to that we file the letter of intent. The motion was seconded, and all attendees were in favor.

Peter stated that he would contact Blackburn Building Restoration to have them visit the site and provide us with an updated quotation, so Lisa has an accurate amount to put in the intent to apply.

Other Business

Maureen mentioned that she had a conversation with Beverly Thomas regarding Martel Engineering. Although Martel Engineering was not known to her, she provided her consent for us to use him for the structural portion of the assessment. Maureen said if the board is ok to move forward then the contract needs to be signed and she will send over to them. A motion was made to authorize Michael to sign the contract. The motion was seconded, and all were in favor.

Maureen also mentioned that she is finalizing the bid spec document for the Tower Stonework and asked if she should proceed with the current one project approach or re-write is based on the phased work approach. There was a consensus to have her proceed with the one project approach.

Michael asked if anyone reviewed the email from Regan (The Preservation Company) looking for data for the assessment. Michael stated he was looking through town records and talking to various residents. Betty mentioned she would look at it and see if she could fill in some of the missing pieces.

Meeting was adjourned at 11:48am

Respectfully Submitted

Maureen Spooner

Maureen Spooner,
Searles School & Chapel Board of Trustees Secretary